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UNIVERSITI
TEKNOLOGI
MARA

FACULTY OF BUSINESS AND MANAGEMENT

**BACHELOR IN OFFICE SYSTEMS MANAGEMENT (HONS.)
(BA232)**

UNIVERSITI TEKNOLOGI MARA (UiTM)

CAMPUS BANDARAYA MELAKA

MGT 666 :



INTERNSHIP REPORT AT LY FURNITURE SDN. BHD.

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Tajuk Laporan	Laporan Akhir Latihan Industri Di LY Furniture Sdn. Bhd.	Nama Syarikat	LY Furniture Sdn. Bhd.

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EXECUTIVE SUMMARY

This internship report provides a thorough summary of the industrial training experiences that was accomplished between August 11, 2025, and January 23, 2026, at LY Furniture Sdn. Bhd., Batu Pahat, Johor. The internship, which was completed as an admission requirement for the Bachelor of Office Systems Management (Hons.) program, gave participants invaluable experience in actual workplaces, especially in the Accounts and Compliance and Internal Audit departments.

A reputable Malaysian furniture manufacturer with a significant global market representation, particularly in the USA, is LY Furniture Sdn. Bhd. The company is an export-oriented business that specializes in manufacturing high-quality hardwood bedroom furniture. The intern worked on a variety of administrative, audit, and accounting-related projects during the training period, including managing documents, handling invoices, helping auditors, organizing subcontractor files, as well as supporting day-to-day office operations. These duties fostered the growth of professional discipline, practical abilities, and a greater comprehension of how organizations function.

To determine the company's exterior opportunities and dangers in conjunction with its internal strengths and weaknesses, a SWOT analysis was carried out. According to the analysis, systemic instability and an excessive reliance on certain individuals were highlighted as weaknesses, while well-organized documentation and effective internal communication have been highlighted as key assets. Threats from economic downturns and international competitiveness were underlined, along with opportunities like export market revival and attractive exchange rates.

A number of strategic recommendations, such as enhancing digital systems, enhancing communication procedures, putting cross-training courses into place, and bolstering organizational adaptability, were put out in light of the analysis. Overall, by improving technical knowledge, communication skills, and workplace flexibility, the internship experience greatly aided in personal and professional growth.

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First of all, I am deeply grateful to Allah SWT for giving me the courage, tolerance, and guidance that allowed me to finish my industrial training.

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My deepest appreciation also goes to Dr. Fazreena binti Mansor, my academic supervisor, for her constant assistance, guidance and encouragement during my internship period and in completing this report. I would also like to take this opportunity to express my appreciation to Ms. Husnul Laili binti A. Rahman, my supervisor at LY Furniture Sdn. Bhd. for her constant assistance and teach me a lot of useful skills during my internship period.

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